

**MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD NOVEMBER 9, 2011**

Pres. Beckman called the Meeting to order at 7:40 P.M.

Present: Mrs. Betsy Beckman, Mr. Dennis Farrell, Mrs. Sabrina Johnston, Mr. Lee Tremble.

Excused

Absence: Mrs. Donna Bott, Mrs. Jane Concato (Alternate #1), Ms. Maria Costello,
Ms. Louise Cue, Dr. Theresa A. Lardaro (Alternate #2).

Absent: None.

Present: Sharon Blehl-Secretary, Gail Brunner-Registered Environmental Health Specialist.

Absent: Ingrid Quinn-Council Liaison.

Guests: None.

President Beckman read the "Open Public Meeting Act" as follows:

In compliance with the "Open Public Meeting Act," P.L. 1975, C 231, the annual notice requirements have been satisfied. The meeting dates for the year were published in The Record on January 17, 2011. A copy of the meeting dates are on file with the Borough Clerk and a notice has been posted on the public bulletin board in the Municipal Complex.

SALUTE TO THE FLAG

Mr. Farrell led those present in the salute to the flag.

ACTIVITIES REPORTS

1) OCTOBER:

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR,
SECRETARIAL

The Board Members reviewed the following Activities Reports for October, 2011 which are on file and available to the public:

Administrative and Supporting Services
Animal Control
Laboratory Services
Vital Records
Monies Received
Environmental Health
Communicable Disease
Maternal and Child Health
Chronic Illness
Health Education
Nursing Supervision
Miscellaneous

Mr. Tremble praised Health Officer Musella for her quick response to the fire which occurred in the kitchen of his establishment on October 16, 2011. A discussion followed.

Mr. Tremble made a motion that the Activities Reports for October, 2011 be approved; seconded by Mr. Farrell.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None.

Carried.

At 7:50 PM Mrs. Brunner was excused from the meeting as there was no further business requiring her presence.

MINUTES

1) JUNE 8, 2011 - REGULAR MEETING

The Minutes will be addressed at the next Board of Health meeting as there is a lack of quorum available to approve the June 8, 2011 Minutes.

2) October 12, 2011 – REGULAR MEETING

The October 12, 2011 Minutes will be available at the next Board of Health Meeting.

VOUCHERS

Bills for October in the amount of \$1,525.71 were presented to the Board Members.

Mr. Tremble made a motion that the following be accepted for payment; seconded by Mr. Farrell.

Roll Call: Ayes: Mrs. Beckman, Mr. Farrell, Mrs. Johnston, Mr. Tremble.

Nayes: None.

Abstained: None.

OCTOBER VOUCHERS PRESENTED DURING NOVEMBER 9, 2011 MEETING

NJ State Dept of Health

CN 369

Trenton, NJ 08625

July – October 2011 Dog Licenses \$ 43.20

Pascack Pharmacy

124 Broadway

Hillsdale, NJ 07642

6 Doses Hepatitis B Inoculations 409.26

Staples Advantage

PO Box 30298

Salt Lake, UT 84130

Office Supplies 698.25

Treasurer, State of NJ

PO Box 660

Trenton, NJ 08646

3rd Quarter 2011 Marriage Monies 375.00

Carried.

NEW BUSINESS:

1) 2012 BERGEN COUNTY ANIMAL CONTROL CONTRACT

The 2012 Bergen County Animal Shelter Contract in the amount of \$17,670.96 was presented to the Board. The contract represents approximately a 1% increase over the 2011 figure of \$17,488.41. A discussion followed regarding the excellent job the Bergen County Animal Shelter performs.

Mr. Tremble made a motion that the 2012 Animal Control Contract between the Borough of Westwood and the County of Bergen in the amount of \$17,670.96 be submitted to the Mayor and Council for their approval; seconded by Mr. Farrell.

Roll Call: Ayes: Mrs. Beckman, Mr. Farrell, Mrs. Johnston, Mr. Tremble.
Nayes: None.
Abstained: None. Carried.

2) 2012 BOARD OF HEALTH BUDGET

The Board Members were given a copy of the 2012 Board of Health budget worksheet. The 2012 budget is due back to the CFO by November 21, 2011. Pres. Beckman went over each line item, with the Board Members. The Bergen County Animal Shelter contract for 2012 was increased approximately 1%. To date, the Health Department has not received the 2012 Northwest Bergen Regional Health Commission contract. Pres. Beckman explained that the Borough is requesting a 0% increase from all departments. Therefore, all vendors must stay within state guidelines to comply with the Borough's request of a 0% increase.

Mrs. Johnston made a motion to submit the 2012 Board of Health Operating Expense Budget to the CFO. All line items amounts will remain the same as the 2011 amounts with the exception of the contractual services (copy annexed). The dollar amount for the 2012 Northwest contract will be submitted when received; seconded by Mr. Farrell.

Roll Call: Ayes: Mrs. Beckman, Mr. Farrell, Mrs. Johnston, Mr. Tremble.
Nayes: None.
Abstained: None. Carried.

3) BOARD OF HEALTH FEE ORDINANCE #04-02

The Board of Health is considering increasing the vital statistic transcript fees from \$10.00 each to \$25.00 for the first certificate and \$2.00 for each additional certificate obtained at the same time. This is being considered to be in line with the State fee schedule. A survey of the surrounding towns is currently being conducted. A discussion followed. This will be discussed at the next meeting.

OLD BUSINESS

1) There is nothing to report.

EMERGENT MATTERS:

1) There is nothing to report.

ADJOURNMENT

There being no further business to come before the Board at this time, Mr. Tremble made a motion that the meeting be adjourned; seconded by Mrs. Johnston.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Carried.

The meeting adjourned at 8:24 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, December 14, 2011 at 7:30 P.M. in the Municipal Complex.

These Minutes were approved at a meeting of the Board of Health of the Borough of Westwood held on the 14th day of December, 2011.